

MINUTES OF THE
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS
WORKSHOP MEETING HELD ON FEBRUARY 26, 2007
(Approved March 5, 2007)

The Board of Supervisors held a Workshop Meeting on Monday, February 26, 2007. Present for the meeting were supervisors W. Atlee Rinehart, Robert F. Preston, Timothy Roland and Rosemarie C. Miller. Also in attendance was John A. Koury, Jr., Township Solicitor. Mr. Koury left the meeting immediately following the executive session. John Doering, Jr. was not present.

1. MINUTES

Minutes of the January 16, 2007 Special Meeting

Mr. Preston moved to approve the minutes of the January 16, 2007 special meeting as presented. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Minutes of the January 29, 2007 Special Meeting

Mr. Roland moved to approve the minutes of the January 29, 2007 special meeting as presented. Mr. Preston seconded the motion. The motion carried with a 4-0-0 vote.

Minutes of the February 5, 2007 Monthly Meeting

Mr. Preston moved to approve the minutes of the February 5, 2007 monthly meeting as amended. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Amendments being under subheading, Alternate Township Engineer Interviews, note the specific firms (Schoor DePalma, Hanover Engineering, LTL Inc.) 3 serving adjacent townships, under subheading, Minutes of the December 29, 2006 Budget Meeting, add that Mr. Preston suggested the Chief of Police be the independent party for the wage expenses investigation, under subheading, Parkerford Church, change 'Parkerford Church' to 'Parkerford Church of the Brethren'.

Minutes of the February 12, 2007 Zoning Taskforce Meeting

Mrs. Miller moved to approve the minutes of the February 12, 2007 zoning taskforce meeting as presented. Mr. Preston seconded the motion. Mr. Roland abstained due to his absence at the February 12, 2007 zoning taskforce meeting. The motion carried with a 3-0-1 vote.

Sewer

Mr. Preston moved to approve Resolution be it resolved by the Board of Supervisors of the Township of East Coventry Township, Chester County, Pennsylvania, in accordance with Section 2503 of The Second Class Township Code, 53 P.S. §67503, that this Township intends to construct Phase II of its sanitary sewer system in and about the Earl Drive, East Cedarville, Schoolhouse Road, Buckwalter Road, and other areas of the Township. Mr. Rinehart seconded the motion. A roll call was taken, Mr. Rinehart voted yes, Mr. Roland voted yes, Mr. Preston voted yes and Mrs. Miller voted yes. The motion carried with a 4-0-0 vote.

Mr. Preston moved to authorize Township staff member to assign a Resolution No. to the above referenced resolution. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to authorize the Assistant Township Secretary to sign the 'Authorization for Payment' which states Commerce Bank, N.A. is hereby authorized to pay all Issuance Costs and to make all transfers and deposits, as described in the Summary of Settlement, from the proceeds of the 2007 Guaranteed Sewer Revenue Note No. 2. Mrs. Miller seconded the motion. The motion carried with a 4-0-0 vote.

2. PUBLIC COMMENT

There was no public comment.

3. OTHER BUSINESS

Road Department Snow Plow Drivers

There was a discussion regarding the Road Department proposed additional 'as needed, on-call' snow plow drivers. Mr. Preston noted concerns of the expense of providing proper training to the proposed individuals and also noted liability issues. Mr. Preston inquired if the Public Works Supervisor has contacted any contractors and compared costs. It was suggested that a background check and accident history may be obtained. The Public Works Supervisor is to provide for the March 5, 2007 monthly meeting confirmation that proposed drivers are cleared with and covered by the township's insurance company, copies of licenses and proof of CDL licensing, time/cost estimates for training of proposed drivers.

Alternate Township Engineer

Mr. Preston moved to engage the services of Carroll Engineering Corporation, based on no conflict with surrounding communities, for review of the Painter Tract and represent the township for this project only. Mrs. Miller seconded the motion. The motion carried with a 4-0-0 vote.

The monthly meeting recessed into executive session at 7:58 p.m. to discuss sewer easements and potential litigation. The workshop meeting reconvened at 9:25 p.m.

4. DISCUSSION ITEMS

5. PAYMENT OF BILLS

There were several questions regarding the bills. There were inquiries about the Verizon bills for the pump stations from the sewer fund, bills paid to Becker's Colonial Enterprises, Inc. from the General Fund and Liquid Fuels Fund, and a bill paid to ING. The Verizon and Becker's invoices were pulled and reviewed. It was requested the Verizon phone services to the pump stations be examined and unnecessary charges are to be eliminated.

Mr. Preston requested a report of wages paid with a breakdown by employee.

Mr. Preston moved to pay bills for the sewer operating fund in the amount of \$63,189.30. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to pay bills for the highway aid fund in the amount of \$5,563.59. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to pay bills for the water users fund in the amount of \$355.60. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to pay bills for the traffic impact fund in the amount of \$813.00. Mr. Rinehart seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to pay bills for the capital reserve fund in the amount of \$4,350.89. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to pay bills for the general fund in the amount of \$127,173.79. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Approval of the budget reports was tabled. Mr. Preston requested clarification of the \$90,000 transfer from the capital fund and clarification of sewer salaries. Explanation of the \$119,000.20 in the fund balances was requested.

It was noted that \$8,781 is owed to Hanover Engineering in conjunction with the Peterman Road project. Mr. Preston moved to direct Hanover Engineering to complete the engineering design of the Peterman Road project. Mrs. Miller seconded the motion. The motion carried with a 4-0-0 vote.

6. ADDITIONAL ITEMS BROUGHT BEFORE THE BOARD

Mr. Preston requested that the year end totals for each of the individual township funds for 2004, 2005 and 2006 be posted as separate documents on the website.

It was requested the memos submitted by Mrs. Gail Brown and Mr. Lawrence Brown be attached to the appropriate minutes.

Mr. Preston requested a status report regarding the no parking issue in Coventry Glen.

Mr. Roland moved to send a letter of thanks to Page Gowen for her service on the Parks and Recreation Committee and prepare a resolution of recognition. Mr. Preston seconded the motion. The motion carried with a 4-0-0 vote.

There was a discussion regarding the MS-4 Program. Mr. Rinehart moved to authorize the Township Engineer to send reply letter to Mr. Richard Breitenstein referencing data found in the memo from the Township Engineer e-mail dated January 23, 2007. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mrs. Miller moved to authorize Mr. Preston to solicit a proposal for the March 5, 2007 meeting from the Township Engineer to direct the completion of the tasks as required for the MS-4 Program compliance in the time frame specified and work with the Township Solicitor in regards to penalties to be included in the Stormwater Ordinance and assist the preparation of the amendment ordinance. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

Mr. Preston moved to authorize Mrs. Miller to solicit a proposal from Barbacane, Thornton & Company and establish/set criteria for the wage benchmarking. Mr. Roland seconded the motion. The motion carried with a 4-0-0 vote.

There was a discussion regarding items found in the 2006 Planning Commission Annual Report. There was a discussion regarding the four-step design process (FSDP). It was requested a resolution be prepared for the March 5, 2007 meeting addressing the FSDP as requested by the Planning Commission as an interim solution. The Subdivision and Land Development Ordinance needs to be amended by moving the FSDP to the sketch phase; eliminating the FSDP as an option because it is called out in the MPC.

It was requested that plan review extensions be approved by the Board of Supervisors.

It was requested the Planning Commission be copied on the Engineer's Reports.

Mr. Roland noted he was in receipt of a draft ordinance for recycling and he noted he will review it and share with the Board of Supervisors.

Mr. Preston and Mrs. Miller stated they would like to attend the CCATO spring meeting.

It was noted that a letter was received from a Homeowners Association regarding Berks Homes. No action to be taken.

Mr. Preston read the memo from EDM Consultants to Casey LaLonde dated February 21, 2007 regarding relocation of the pump station driveway onto Sawmill Road.

It was requested that the Tax Collector be asked if the tax bills have gone out and if not, why.

ADJOURNMENT

Mr. Roland moved to adjourn the workshop meeting at 10:20 p.m. Mr. Preston seconded the motion. The motion carried with a 4-0-0 vote.

Respectfully submitted,

Timothy Roland
Assistant Township Secretary